



Board of Trustees Meeting Minutes

April 8, 2003 7:00 PM

Clark County Health Department
Environmental Health Conference Room
1950 Ft. Vancouver Way
Vancouver, Washington

1.0 – OPENING OF MEETING

1.1 Call to order

Vice Chair Mark Rees called the meeting to order at 7:05 p.m.

1.2 Roll Call

Members Present: Mark Rees, Debra Smith, Michael Ciraulo, Dean Lindgren, Raul Moreno, Tim Ross. Members Absent: Randall King and Roger Seekins. Also Present: Lou Dooley, Steve Kessler and Cheryl Staggs.

1.3 Review/Approval of January 21, 2003 Meeting Minutes

Dean Lindgren moved, and Mike Ciraulo seconded the motion to approve the minutes of the January 21, 2003 Board meeting as written; passed.

1.4 Review/Approval of Agenda

A motion was made to approve the agenda without revision; passed unanimously.

2.0 - RECOGNITION OF VISITORS

2.1 Citizen Comments

There were no citizen comments presented.

2.2 Introductions

There were no visitors to the meeting. Michael Ciraulo, newly appointed to the Board of Trustees by the City of Battle Ground, introduced himself to the Board.

3.0 - CONTINUING BUSINESS

3.1 Trustee Replacements

Roger Seekins has been appointed by Commissioner Judie Stanton to represent her district, but was unable to attend this meeting due to short notice. It was noted that Board Chair Woody Woodruff, representing the Camas constituency, has tendered his resignation; he is moving out of the area soon. The LaCenter position remains unfilled as well; Administrative staff will communicate with the Cities of Camas and LaCenter to request immediate appointment of new representatives.

3.2 AMCA Annual Meeting Report

Lou made a short report about the annual American Mosquito Control Association meeting he recently attended in Minneapolis Minnesota. He distributed information obtained at the conference about the VecTest panel assay for determination of West Nile Virus and encephalitis antigens in mosquitoes. The product is packaged in single-use dipsticks for testing related to the presence of virus in mosquitoes. Lou shared that Clark County bird testing for WNV will be done at a regional laboratory this year rather than in Wisconsin. There was a short discussion of National Pollutant Discharge Elimination System (NPDES) issues. Lou has applied for the permit as required.

4.0 - NEW BUSINESS

4.1 2003 Officer Election

Nominations were made for a new officer panel as follows: President, Mark Rees; Vice President, Raul Moreno; Secretary-Treasurer, Tim Ross. Nominations were closed, and the motion was made and seconded to elect the slate. Passed unanimously.

4.2 Annual Reports

Copies of the 2002 Annual Report and Annual Surveillance Report were distributed, and a short question and answer session ensued about various information contained in the reports.

4.3 Assignment of Contract to Clark County – Board Approval/Signature

Lou explained that the purpose of the assignment document is to transfer the responsibilities under the agreement from Southwest Washington Health District to Clark County. The document was signed and dated by incoming President Mark Rees.

4.4 2003 Crew Work Plan

- 4.4.1 Copies of the annual work plan were distributed. Discussion ensued regarding the crew's work in monitoring retention ponds, watching for larvae.
- 4.4.2 There have been a number of collaborative efforts begun with various county work crews/units. For instance, we can provide larvacide briquettes to county road crew operators who can now place them into storm drains as they are routinely cleaned.
- 4.4.3 Steve Kessler shared that a large part of the crew's job this year will be dispensing public information, especially surrounding West Nile Virus.
- 4.4.4 Lou explained the dipping process and the 5-larvae threshold for treatment as surveillance dictates. Spraying (in actuality, fogging) with adulticides is less effective and more problematic because of potential for adverse effect on nearby people and animal life. Fogging is a last-resort effort. The kill percentage is much smaller than with larvacides. Most active period for mosquitoes is dusk to dawn because mosquitoes dry out very rapidly.
- 4.4.5 Some parts of the Ridgefield Wildlife Refuge will be treated, but less than half the total complex area.

- 4.4.6 A new global positioning system has been ordered and its use will be integrated into the dip site numbering system.

4.5 Building/Space Issues

- 4.5.1 Lou has talked with Southwest Clean Air Agency (SWCAA) about their space search and explored a proposal to share space. SWCAA was not receptive to that idea, primarily having reservations about pesticides stored onsite.
- 4.5.2 Some discussions have been held with county departments. Receptivity is increasing to put a building up near the present site on the 78th Street Public Works campus. A conceptual planning study is being prepared and initial phases of planning begun.
- 4.5.3 The current shop site may be assumed by Corrections. An estimate has been done for the cost of the project. A ballpark cost of \$400,000-450,000 is estimated for everything. \$52 per square foot is projected for construction cost.
- 4.5.4 The architect working on the project is conversant with environmental issues and requirements, and has worked considerably with county departments, designing the new Public Services Building.
- 4.5.5 A presentation will be made to the Board when a conceptual plan is ready. The Board agreed to be involved in the planning process.
- 4.5.6 The architect will be paid approximately \$6,000. This will buy the entire conceptual plans, groundwork and environmental impact statement.
- 4.5.7 Mike Ciraulo moved, and Raul Moreno seconded to authorize Lou to get this design work done. The District has saved for years to get this done. Motion passed.
- 4.5.8 Raul suggested that the architect be invited to attend the July meeting at the shop to present to the Board the plans and a status report.

4.6 Interagency Coordination – DOE, USFW

- 4.6.1 Lou reported that the USFW Special Use Permit was issued this week. He also shared about a presentation regarding NPDES Best Management Practices. DOE requires CCMCD to meet specific requirements and to provide much documentation before issuing permitting.
- 4.6.2 DOH has agreed to get a blanket permit to cover all local jurisdictions in the state. But DOE wants responsive comment to its Best Management Practices. DOE is not likely to revise its position on permitting. We will participate with DOH as a party to its permit. There are just 13 mosquito control districts in the state; of these, only three applications have been turned in to DOE.

4.7 Legislative Issues (West Nile Virus)

Every county must be prepared with a responsive plan to deal with West Nile Virus. Lou has recommended that DOE turn the Best Practices preparation over to the Department of Health because DOE interest is in the environment, and West Nile Virus is a public health issue. The Refuge is in the process of writing a yearlong compatibility study.

5.0 – FINANCIAL REPORT/EXPENDITURES

5.1 Expenditures

- 5.1.1 A summary sheet showing the January and February expense was reviewed.
- 5.1.2 Under the new Financial Management System, no journal vouchers are being submitted to the Board for review and signature. Periodic summary expenditure reports will be available from fiscal services, and will be obtained for review before each quarterly meeting.
- 5.1.3 A more comprehensive means of reviewing fiscal transactions should be explored and implemented for the District. A check should be made with the state auditor's office for compliance issues and to see what format would be necessary to satisfy state reporting requirements. A close look will be in order because there will be no approval process, just a periodic report. If the Board desires, other kinds of reports may be prepared.
- 5.1.4 Under Insurance: \$4,500 budgeted. County has informed the District that it does not insure the mosquito control vehicles. Lou is working with Washington Governmental Entity Pool to ensure continued coverage on the vehicles while a new insurance plan is prepared. Lou has asked WGEP to submit a quote for costs, and will get input from the County as well.
- 5.1.5 Capital outlay will be increased \$17,000 to cover the funds necessary for the replacement of a damaged truck, which did not arrive until 2003, while still allowing for other expenditures.

6.0 – ADJOURNMENT

Dean Lindgren moved and Raul Moreno seconded a motion to adjourn; the motion passed, and the meeting adjourned at 8:30 pm.

6.1 For July Agenda:

- Mid-year operations report that will include an update on WNV activities
- The architect will be invited to attend
- Crew and equipment status
- Please contact Cheryl Staggs with additional agenda items.
Phone: (360) 397-8057
E-mail: cstaggs@swwhd.wa.gov

6.2 Next Meeting

The next meeting will be held on Tuesday, July 8, 2003 at 6:00 PM at the CCMCD shop location on St. Johns Road at 78th Street. A light dinner will be catered.

Respectfully submitted,

Cheryl Staggs, Recorder

Lou Dooley, Director

Tim Ross, Secretary-Treasurer